

Planning Zoning and Housing Committee
Of the RTM

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Draft Meeting Minutes

TOWN CLERK'S OFFICE
DARIEN CT.

Date: January 30, 2006
Place: Employee Lounge Town Hall
Present: Bayne, Conologue, Fingar, Grimes, Magida, Normile, Rycenga, Sickinger, Young
Absent: Sheehan, Stark, van der Kieft

Special Meeting of the Planning Zoning and Housing Committee of the RTM to discuss proposed Planning and Zoning Department Budget.

Meeting was called to order at 7:00 PM.

Minutes of 1/23/06 were corrected to read: Delete first sentence after **Budget** and add: Jeremy Ginsberg noted that there will be higher revenues due to RTM ratified increase in fees. Also, the cover page of the P&Z budget proposal should be attached to the minutes.
Minutes were approved as amended.

Minutes of 10/25/05 were reviewed and corrected to read: Motion was proposed by Diane Conologue that "Town hire any and all consultants to review 77 Nearwater Lane project and place the cost on the applicants as approved in the RTM resolution of this past year."
Minutes were approved as amended.

Minutes of 11/28/05 were approved as written with a note that Maureen Sheehan was not in attendance, but Anita Rycenga was.

Announcements:

Chairman pointed out that attendance at all committee meetings will now be recorded and made available to the Darien LWV for publication.

Chairman reminded Committee of all important dates pertaining to PZH on the calendar in the coming month. Always check town website.

First Planning and Zoning hearing of Town Plan of Development was attended by some PZH members. The Chairman asked that the hearing be continued so that the PZH Committee could review. Next hearing is scheduled for 2/14/06. In anticipation of the upcoming hearing it was determined that PZH should probably meet again to discuss the Town Plan. It is expected that this committee may have some recommendations and will need time to discuss. It is also expected that this committee will be considered the Primary when the Town Plan is presented to the RTM for ratification.

PZH Regular Meeting dates will be as follows: 2/21, 3/7, 4/18, 9/19, 10/17. All meetings will begin at 8:00pm in the Employee Town Lounge.

Budget:

The Chairman began by reading an email from Mr. van der Kieft regarding budget as he could not attend this special meeting.

Much discussion regarding the CityView software program. Why does this significant line item come out of Planning and Zoning budget if in fact many departments will use and benefit from the software?

The Committee felt it would be helpful if we could see the actual revenues and expenses for the Department when analyzing proposed budgets.

There is some concern that the Planning and Zoning Department is asking for two "big ticket" items in the same year. Although, it was also pointed out that the Department continues to be overworked and understaffed and that both CityPhase and GIS conversion would be tremendous time saving tools for all the land use boards as well as the public. Again it was brought up that if there were some way to quantify how much of this cost is actually borne by the Department versus the other departments it might be easier to accept. Much of the budget items are beyond human control, i.e. fuel costs, union wage increases. The software requests are one of the only items that are truly under the control of the Department. Many agreed that the Department would benefit from this software as it would seem that printing costs will eventually go down and time management will become more effective.

Lee Fingar put forth a motion that Planning Zoning and Housing recommend that the Board of Selectmen raise fees in the Department at least as much as last year. Also the Building Department fees should increase as much as last year.

The motion was withdrawn at this time.

After discussion of the budget on a preliminary basis, the Chairman moved (Motion 1) that he will go to the Board of Selectmen meeting on 1/31 and recommend that Planning and Zoning find a way to spread out the costs of CityView Phase I and GIS Software Conversion or at least recognize that the proposed software systems will be used by other town departments. Additionally, the Board of Selectmen should also consider the increase of application fees in the Planning and Zoning Department again this year.

Anita Rycenga proposed an amendment to Motion 1 to consider deferral of the GIS Software Conversion until fiscal year 2007/2008.

The Amendment (1A) was not passed with a vote of 1 for, 8 against.

The Motion (1) was passed with a unanimous vote of 9.

The meeting was adjourned at 9:00 pm.

Respectfully Submitted,
Tamsin Sickinger
Clerk